



3015 (02-09-04)

ANNUAL REPORT

OF

Name: WASHBURN WATER AND SEWER UTLITY

Principal Office: WASHINGTON AVENUE
WASHBURN, WI 54891

For the Year Ended: DECEMBER 31, 1998

**WATER, ELECTRIC, OR JOINT UTILITY
TO
PUBLIC SERVICE COMMISSION OF WISCONSIN**P.O. Box 7854
Madison, WI 53707-7854
(608) 266-3766

This form is required under Wis. Stat. § 196.07. Failure to file the form by the statutory filing date can result in the imposition of a penalty under Wis. Stat. § 196.66. The penalty which can be imposed by this section of the statutes is a forfeiture of not less than \$25 nor more than \$5,000 for each violation. Each day subsequent to the filing date constitutes a separate and distinct violation. The filed form is available to the public and personally identifiable information may be used for purposes other than those related to public utility regulation.

TABLE OF CONTENTS

Schedule Name	Page
General Rules for Reporting	i
Signature Page	ii
Table of Contents	iii
Identification and Ownership	iv
 FINANCIAL SECTION	
Income Statement	F-01
Income Statement Account Details	F-02
Income from Merchandising, Jobbing & Contract Work (Accts. 415-416)	F-03
Revenues Subject to Wisconsin Remainder Assessment	F-04
Balance Sheet	F-05
Net Utility Plant	F-06
Accumulated Provision for Depreciation and Amortization of Utility Plant	F-07
Net Nonutility Property (Accts. 121 & 122)	F-08
Accumulated Provision for Uncollectible Accounts-Cr. (Acct. 144)	F-09
Materials and Supplies	F-10
Unamortized Debt Discount & Expense & Premium on Debt (Accts. 181 and 251)	F-11
Capital Paid in by Municipality (Acct. 200)	F-12
Bonds (Acct. 221)	F-13
Notes Payable & Miscellaneous Long-Term Debt	F-14
Taxes Accrued (Acct. 236)	F-15
Interest Accrued (Acct. 237)	F-16
Contributions in Aid of Construction (Account 271)	F-17
Balance Sheet End-of-Year Account Balances	F-18
Return on Rate Base Computation	F-19
Return on Proprietary Capital Computation	F-20
Important Changes During the Year	F-21
Financial Section Footnotes	F-22
 WATER OPERATING SECTION	
Water Operating Revenues & Expenses	W-01
Water Operating Revenues - Sales of Water	W-02
Sales for Resale (Acct. 466)	W-03
Other Operating Revenues (Water)	W-04
Water Operation & Maintenance Expenses	W-05
Taxes (Acct. 408 - Water)	W-06
Property Tax Equivalent (Water)	W-07
Water Utility Plant in Service	W-08
Source of Supply, Pumping and Purchased Water Statistics	W-10
Sources of Water Supply - Ground Waters	W-11
Sources of Water Supply - Surface Waters	W-12
Pumping & Power Equipment	W-13
Reservoirs, Standpipes & Water Treatment	W-14
Water Mains	W-15
Water Services	W-16
Meters	W-17
Hydrants and Distribution System Valves	W-18
Water Operating Section Footnotes	W-19

IDENTIFICATION AND OWNERSHIP

Exact Utility Name: WASHBURN WATER AND SEWER UTLITY

Utility Address: WASHINGTON AVENUE
WASHBURN, WI 54891

When was utility organized? 8/1/1934

Report any change in name:

Effective Date:

Utility Web Site:

Utility employee in charge of correspondence concerning this report:

Name: VICKI E SWANSON

Title: CITY CLERK TREASURER

Office Address:

CITY OF WASHBURN
WASHBURN, WI 54891

Telephone: (715) 373 - 6160

Fax Number: (715) 373 - 6148

E-mail Address:

Individual or firm, if other than utility employee, preparing this report:

Name: MR MARK A VAN VLACK CPA

Title:

Office Address: MAITLAND, SINGLER & VAN VLACK, S.C.
306 W 3RD ST
ASHLAND, WI 54806

Telephone: (715) 682 - 5544

Fax Number: (715) 682 - 5545

E-mail Address: mvanvlack@ncis.net

Are records of utility audited by individuals or firms, other than utility employee? YES

Individual or firm, if other than utility employee, auditing utility records:

Name: MR MARK A VAN VLACK CPA

Title:

Office Address: MAITLAND, SINGLER & VAN VLACK, S.C.
306 W 3RD ST
ASHLAND, WI 54806

Telephone: (715) 682 - 5544

Fax Number: (715) 682 - 5545

E-mail Address: mvanvlack@ncis.net

Date of most recent audit report: 6/30/1998

Period covered by most recent audit: 12/31/97

IDENTIFICATION AND OWNERSHIP

Names and titles of utility management including manager or superintendent:

Name: JOHN ZANTO

Title: DIRECTOR OF PUBLIC WORKS

Office Address:

P.O. BOX 638
WASHBURN, WI 54891

Telephone: (715) 373 - 6171

Fax Number: (715) 373 - 6148

E-mail Address:

Name of utility commission/committee: WATER AND SEWER UTILITY COMMITTEE

Names of members of utility commission/committee:

- MR JAMES DIBBELL
 - MR DON EKSTROM
 - MR BOB FIEGLE
 - MR PETER PAPPAS
-

Is sewer service rendered by the utility? YES

If "yes," has the municipality, by ordinance, combined the water and sewer service into a single public utility, as provided by Wis. Stat. § 66.077 of the Wisconsin Statutes? NO

Date of Ordinance:

Are any of the utility administrative or operational functions under contract or agreement with an outside provider for the year covered by this annual report and/or current year (i.e., operation of water or sewer treatment plant)? NO

Provide the following information regarding the provider(s) of contract services:

Firm Name:

Contact Person:

Title:

Telephone:

Fax Number:

E-mail Address:

Contract/Agreement beginning-ending dates:

Provide a brief description of the nature of Contract Operations being provided:

INCOME STATEMENT

Particulars (a)	This Year (b)	Last Year (c)	
UTILITY OPERATING INCOME			
Operating Revenues (400)	156,924	156,114	1
Operating Expenses:			
Operation and Maintenance Expense (401)	89,011	81,162	2
Depreciation Expense (403)	19,859	19,496	3
Amortization Expense (404)	0	0	4
Taxes (408)	31,461	30,948	5
Total Operating Expenses	140,331	131,606	
Net Operating Income	16,593	24,508	
Income from Utility Plant Leased to Others (412-413)	0	0	6
Utility Operating Income	16,593	24,508	
OTHER INCOME			
Income from Merchandising, Jobbing and Contract Work (415-416)	0	0	7
Nonoperating Rental Income (418)	0	0	8
Interest and Dividend Income (419)	15,148	11,375	9
Miscellaneous Nonoperating Income (421)	58,666	87,872	10
Total Other Income	73,814	99,247	
Total Income	90,407	123,755	
MISCELLANEOUS INCOME DEDUCTIONS			
Miscellaneous Amortization (425)	0	0	11
Other Income Deductions (426)	0	0	12
Total Miscellaneous Income Deductions	0	0	
Income Before Interest Charges	90,407	123,755	
INTEREST CHARGES			
Interest on Long-Term Debt (427)	121,734	116,555	13
Amortization of Debt Discount and Expense (428)	0		14
Amortization of Premium on Debt--Cr. (429)	0		15
Interest on Debt to Municipality (430)	4,372	5,997	16
Other Interest Expense (431)	0	0	17
Interest Charged to Construction--Cr. (432)			18
Total Interest Charges	126,106	122,552	
Net Income	(35,699)	1,203	
EARNED SURPLUS			
Unappropriated Earned Surplus (Beginning of Year) (216)	279,875	278,672	19
Balance Transferred from Income (433)	(35,699)	1,203	20
Miscellaneous Credits to Surplus (434)	0	0	21
Miscellaneous Debits to Surplus--Debit (435)	0	0	22
Appropriations of Surplus--Debit (436)	0	0	23
Appropriations of Income to Municipal Funds--Debit (439)	0	0	24
Total Unappropriated Earned Surplus End of Year (216)	244,176	279,875	

INCOME STATEMENT ACCOUNT DETAILS

1. Report each item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D) and all other lesser amounts grouped as Miscellaneous. Describe fully using other than account titles.
 2. Nonregulated sewer income should be reported as Miscellaneous Nonoperating Income, Account 421.

Description of Item (a)	Amount (b)	
Revenues from Utility Plant Leased to Others (412):		
NONE		1
Total (Acct. 412):	0	
Expenses of Utility Plant Leased to Others (413):		
NONE		2
Total (Acct. 413):	0	
Nonoperating Rental Income (418):		
NONE		3
Total (Acct. 418):	0	
Interest and Dividend Income (419):		
TEMPORARY INVESTMENTS	11,865	4
CONTRIBUTIONS RECEIVABLE	3,283	5
Total (Acct. 419):	15,148	
Miscellaneous Nonoperating Income (421):		
NON REGULATED SEWER	56,970	6
LONG TERM INTEREST PAID BY THE CITY	1,696	7
Total (Acct. 421):	58,666	
Miscellaneous Amortization (425):		
NONE		8
Total (Acct. 425):	0	
Other Income Deductions (426):		
NONE		9
Total (Acct. 426):	0	
Miscellaneous Credits to Surplus (434):		
NONE		10
Total (Acct. 434):	0	
Miscellaneous Debits to Surplus (435):		
NONE		11
Total (Acct. 435)--Debit:	0	
Appropriations of Surplus (436):		
Detail appropriations to (from) account 215		12
Total (Acct. 436)--Debit:	0	
Appropriations of Income to Municipal Funds (439):		
NONE		13
Total (Acct. 439)--Debit:	0	

INCOME FROM MERCHANDISING, JOBBING & CONTRACT WORK (ACCTS. 415-416)

Particulars (a)	Water (b)	Electric (c)	Sewer (d)	Gas (e)	Total (f)	
Revenues (account 415)					0	1
Costs and Expenses of Merchandising, Jobbing and Contract Work (416):						
Cost of merchandise sold					0	2
Payroll					0	3
Materials					0	4
Taxes					0	5
Other (list by major classes):						
NONE					0	6
Total costs and expenses	0	0	0	0	0	
Net income (or loss)	0	0	0	0	0	

REVENUES SUBJECT TO WISCONSIN REMAINDER ASSESSMENT

1. Report data necessary to calculate revenue subject to Wisconsin remainder assessment pursuant to Wis. Stat. § 196.85(2) and Wis. Admin. Code Ch. PSC 5.
2. If the sewer department is not regulated by the PSC, do not report sewer department data in column (d).

Description (a)	Water Utility (b)	Electric Utility (c)	Sewer Utility (Regulated Only) (d)	Gas Utility (e)	Total (f)		
Total operating revenues	156,924	0	0	0	156,924	1	
Less: interdepartmental sales	0		0	0	0	2	
Less: interdepartmental rents					0	3	
Less: return on net investment in meters charged to regulated sewer department. (Do not report if nonregulated sewer.)	0				0	4	
Less: uncollectibles directly expensed as reported in water acct. 904 (690 class D), sewer acct. 843, and electric acct. 904 (590 class D) -or- Net write-offs when Accumulated Provision for Uncollectible Accounts (acct. 144) is maintained	760				760	5	
Other Increases or (Decreases) to Operating Revenues - Specify:							
NONE						0	6
Revenues subject to Wisconsin Remainder Assessment	156,164	0	0	0	156,164		

BALANCE SHEET

Assets and Other Debits (a)	Balance End of Year (b)	Balance First of Year (c)	
UTILITY PLANT			
Utility Plant (100)	983,403	949,279	1
Less: Accumulated Provision for Depreciation and Amortization of Utility Plant (110)	344,586	328,160	2
Net Utility Plant	638,817	621,119	
OTHER PROPERTY AND INVESTMENTS			
Nonutility Property (121)	5,011,391	4,972,186	3
Less: Accumulated Provision for Depreciation and Amortization of Nonutility Property (122)	393,051	280,855	4
Net Nonutility Property	4,618,340	4,691,331	
Investment in Municipality (123)	0	0	5
Other Investments (124)	37,522	46,781	6
Special Funds (125)	105,218	73,965	7
Total Other Property and Investments	4,761,080	4,812,077	
CURRENT AND ACCRUED ASSETS			
Cash and Working Funds (131)	656	3,682	8
Temporary Cash Investments (132)	139,705	153,523	9
Notes Receivable (141)	0	0	10
Customer Accounts Receivable (142)	40,658	39,477	11
Other Accounts Receivable (143)	82,963	85,968	12
Accumulated Provision for Uncollectible Accounts- -Cr. (144)	0	0	13
Receivables from Municipality (145)	19,899	22,529	14
Materials and Supplies (150)	17,821	16,787	15
Prepayments (165)	0	0	16
Other Current and Accrued Assets (170)	0		17
Total Current and Accrued Assets	301,702	321,966	
DEFERRED DEBITS			
Unamortized Debt Discount and Expense (181)	0	0	18
Extraordinary Property Losses (182)	0	0	19
Other Deferred Debits (183)	0	0	20
Total Deferred Debits	0	0	
Total Assets and Other Debits	5,701,599	5,755,162	

BALANCE SHEET

Liabilities and Other Credits (a)	Balance End of Year (b)	Balance First of Year (c)	
PROPRIETARY CAPITAL			
Capital Paid in by Municipality (200)	1,252,190	1,240,190	21
Appropriated Earned Surplus (215)			22
Unappropriated Earned Surplus (216)	244,176	279,875	23
Total Proprietary Capital	1,496,366	1,520,065	
LONG-TERM DEBT			
Bonds (221)	2,639,600	2,665,900	24
Advances from Municipality (223)	83,459	95,404	25
Other long-Term Debt (224)	25,769	37,412	26
Total Long-Term Debt	2,748,828	2,798,716	
CURRENT AND ACCRUED LIABILITIES			
Notes Payable (231)	0	0	27
Accounts Payable (232)	11,644	213,307	28
Payables to Municipality (233)	0	0	29
Customer Deposits (235)	0		30
Taxes Accrued (236)	27,617	27,731	31
Interest Accrued (237)	23,262	24,487	32
Other Current and Accrued Liabilities (238)	1,767	3,250	33
Total Current and Accrued Liabilities	64,290	268,775	
DEFERRED CREDITS			
Unamortized Premium on Debt (251)	0	0	34
Customer Advances for Construction (252)			35
Other Deferred Credits (253)	0	0	36
Total Deferred Credits	0	0	
OPERATING RESERVES			
Miscellaneous Operating Reserves (265)			37
Total Operating Reserves	0	0	
CONTRIBUTIONS IN AID OF CONSTRUCTION			
Contributions in Aid of Construction (271)	1,392,115	1,167,606	38
Total Liabilities and Other Credits	5,701,599	5,755,162	

NET UTILITY PLANT

Report utility plant accounts and related accumulated provisions for depreciation and amortization after allocation of common plant accounts and related provisions for depreciation and amortization to utility departments as of December 31.

Particulars (a)	Water (b)	Sewer (c)	Gas (d)	Electric (e)	
Plant Accounts:					
Utility Plant in Service (100)	981,080	0	0	0	1
Utility Plant Purchased or Sold (391)					2
Utility Plant in Process of Reclassification (392)					3
Utility Plant Leased to Others (393)					4
Property Held for Future Use (394)					5
Construction Work in Progress (395)	2,323				6
Utility Plant Acquisition Adjustments (396)					7
Other Utility Plant Adjustments (397)					8
Total Utility Plant	983,403	0	0	0	
Accumulated Provision for Depreciation and Amortization:					
Accumulated Provision for Depreciation of Utility Plant in Service (110)	344,586	0	0	0	9
Total Accumulated Provision	344,586	0	0	0	
Net Utility Plant	638,817	0	0	0	

ACCUMULATED PROVISION FOR DEPRECIATION AND AMORTIZATION OF UTILITY PLANT

Depreciation Accruals (Credits) during the year:

1. Report the amounts charged in the operating sections to Depreciation Expense (403).
2. If sewer operations are nonregulated, do not report sewer depreciation on this schedule.
3. Report the Depreciation Expense on Meters charged to sewer operations as an addition in the Water column.
If the sewer is also a regulated utility by the PSC, report an equal amount as a reduction in the Sewer column.
4. Report all other accruals charged to other accounts, such as to clearing accounts.

Particulars (a)	Water (b)	(c)	(d)	(e)	Total (f)	
Balance first of year	328,160				328,160	1
Credits During Year						2
Accruals:						3
Charged depreciation expense (403)	19,859				19,859	4
Depreciation expense on meters						5
charged to sewer (see Note 3)	1,038				1,038	6
Accruals charged other						7
accounts (specify):						8
					0	9
Salvage					0	10
Other credits (specify):						11
					0	12
Total credits	20,897	0	0	0	20,897	13
Debits during year						14
Book cost of plant retired	4,471				4,471	15
Cost of removal					0	16
Other debits (specify):						17
					0	18
Total debits	4,471	0	0	0	4,471	19
Balance End of Year	344,586	0	0	0	344,586	20
Composite Depreciation Rate?	Yes					21
If yes, what is the rate?	2.13%					22

NET NONUTILITY PROPERTY (ACCTS. 121 & 122)

1. Report separately each item of property with a book cost of \$5,000 or more included in account 121.
2. Other items may be grouped by classes of property.
3. Describe in detail any investment in sewer department carried in this account.

Description (a)	Balance First of Year (b)	Additions During Year (c)	Deductions During Year (d)	Balance End of Year (e)	
Nonregulated sewer plant	4,972,186	39,574	369	5,011,391	1
Other (specify):					
NONE	0			0	2
Total Nonutility Property (121)	4,972,186	39,574	369	5,011,391	
Less accum. prov. depr. & amort. (122)	280,855	112,565	369	393,051	3
Net Nonutility Property	4,691,331	(72,991)	0	4,618,340	

ACCUMULATED PROVISION FOR UNCOLLECTIBLE ACCOUNTS-CR. (ACCT. 144)

Particulars (a)	Amount (b)	
Balance first of year	0	1
Additions:		
Provision for uncollectibles during year	0	2
Collection of accounts previously written off: Utility Customers		3
Collection of accounts previously written off: Others		4
Total Additions	0	
Deductions:		
Accounts written off during the year: Utility Customers		5
Accounts written off during the year: Others		6
Total accounts written off	0	
Balance end of year	0	

MATERIALS AND SUPPLIES

Account (a)	Generation (b)	Transmission (c)	Distribution (d)	Other (e)	Total End of Year (f)	Amount Prior Year (g)
Electric Utility						
Fuel for generation					0	0 1
Other					0	0 2
Total Electric Utility					0	0

Account	Total End of Year	Amount Prior Year
Electric utility total	0	0 1
Water utility	15,242	11,666 2
Sewer utility	2,579	5,121 3
Gas utility	0	0 4
Merchandise	0	0 5
Other materials & supplies	0	0 6
Total Materials and Supplies	17,821	16,787

**UNAMORTIZED DEBT DISCOUNT & EXPENSE & PREMIUM ON DEBT
(ACCTS. 181 AND 251)**

Report net discount and expense or premium separately for each security issue.

Debt Issue to Which Related (a)	Written Off During Year		Balance End of Year (d)	
	Amount (b)	Account Charged or Credited (c)		
Unamortized debt discount & expense (181)				
NONE				1
Total			<u>0</u>	
Unamortized premium on debt (251)				
NONE				2
Total			<u>0</u>	

CAPITAL PAID IN BY MUNICIPALITY (ACCT. 200)

Report each item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D, sewer and privates) and all other lesser amounts grouped as Miscellaneous. Describe fully using other than account titles.

Particulars (a)	Amount (b)	
Balance first of year	1,240,190	1
Changes during year (explain):		
CITY CONTRIBUTION FOR DEBT SERVICE	12,000	2
Balance end of year	<u><u>1,252,190</u></u>	

BONDS (ACCT. 221)

1. Report hereunder information required for each separate issue of bonds.
2. If there is more than one interest rate for an aggregate obligation issue, average the interest rates and report one rate.
3. Proceeds advanced by the municipality from sale of general obligation bonds, if repayable by utility, should be included in account 223.

Description of Issue (a)	Date of Issue (b)	Final Maturity Date (c)	Interest Rate (d)	Principal Amount End of Year (e)	
RURAL SERVICES	11/14/1996	11/14/2036	5.00%	2,639,600	1
Total Bonds (Account 221):				2,639,600	

NOTES PAYABLE & MISCELLANEOUS LONG-TERM DEBT

1. Report each class of debt included in Accounts 223, 224 and 231.
2. Proceeds of general obligation issues, if subject to repayment by the utility, should be included in Account 223.
3. If there is more than one interest rate for an aggregate obligation issue, average the interest rates and report one rate.

Account and Description of Obligation (a and b)	Date of Issue (c)	Final Maturity Date (d)	Interest Rate (e)	Principal Amount End of Year (f)	
Advances (223)					
NON CURRENT CITY ADVANCES	00/00/0000	00/00/0000	0.00%	26,875	1
SEWER EXTENSION 1993	05/01/1993	04/01/2003	6.00%	44,584	2
REFINANCE 1989 GO ISSUE	05/25/1989	05/25/1999	9.00%	12,000	3
Total for Account 223				83,459	
Other Long-Term Debt (224)					
BANK NOTE	01/01/1990	03/01/2000	7.00%	25,769	4
Total for Account 224				25,769	

TAXES ACCRUED (ACCT. 236)

Particulars (a)	Amount (b)	
Balance first of year	27,731	1
Accruals:		
Charged water department expense	31,461	2
Charged electric department expense		3
Charged sewer department expense	4,773	4
Other (explain):		
NONE		5
Total Accruals and other credits	36,234	
Taxes paid during year:		
County, state and local taxes		6
Social Security taxes	8,676	7
PSC Remainder Assessment	188	8
Other (explain):		
TAX EQUIVALENT	27,484	9
Total payments and other debits	36,348	
Balance end of year	27,617	

INTEREST ACCRUED (ACCT. 237)

1. Report below interest accrued on each utility obligation.
 2. Report Customer Deposits under Account 231.

Description of Issue (a)	Interest Accrued Balance First of Year (b)	Interest Accrued During Year (c)	Interest Paid During Year (d)	Interest Accrued Balance End of Year (e)	
Bonds (221)					
RURAL SERVICES	19,994	119,768	119,965	19,797	1
Subtotal	19,994	119,768	119,965	19,797	
Advances from Municipality (223)					
1993 SEWER EXTENSION	2,264	2,676	3,010	1,930	2
REFINANCE 1989 GO ISSUE		1,696	1,696	0	3
Subtotal	2,264	4,372	4,706	1,930	
Other long-Term Debt (224)					
BANK NOTE	2,229	1,966	2,660	1,535	4
Subtotal	2,229	1,966	2,660	1,535	
Notes Payable (231)					
	0			0	5
Subtotal	0	0	0	0	
Total	24,487	126,106	127,331	23,262	

CONTRIBUTIONS IN AID OF CONSTRUCTION (ACCOUNT 271)

Particulars (a)	Water (b)	Electric		Sewer (e)	Gas (f)	Total (g)	
		Distribution (c)	Other (d)				
Balance First of Year	181,070	0	0	986,536	0	1,167,606	1
Add credits during year:							
For Services	9,000			8,500		17,500	2
For Mains	17,000					17,000	3
Other (specify):							
SEWER PLANT CONSTRUCTION				198,000		198,000	4
Deduct charges (specify):							
AMORTIZATION OF GRANTS				7,991		7,991	5
Balance End of Year	207,070	0	0	1,185,045	0	1,392,115	
Amount of federal and state grants in aid received for utility construction included in End of Year totals	35,284		889,246			924,530	6

BALANCE SHEET END-OF-YEAR ACCOUNT BALANCES

Report each item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D) and all other lesser amounts grouped as Miscellaneous. Describe fully using other than account titles.

Particulars (a)	Balance End of Year (b)	
Investment in Municipality (123):		
NONE		1
Total (Acct. 123):	0	
Other Investments (124):		
CONTRIBUTIONS RECEIVABLE	37,522	2
Total (Acct. 124):	37,522	
Special Funds (125):		
RESERVE FUNDS	70,582	3
CONTINGENCY FUNDS	32,618	4
OTHER MISCELLANEOUS FUNDS	2,018	5
Total (Acct. 125):	105,218	
Notes Receivable (141):		
NONE		6
Total (Acct. 141):	0	
Customer Accounts Receivable (142):		
Water	40,658	7
Electric		8
Sewer (Regulated)		9
Other (specify):		
NONE		10
Total (Acct. 142):	40,658	
Other Accounts Receivable (143):		
Sewer (Non-regulated)	81,174	11
Merchandising, jobbing and contract work		12
Other (specify):		
INTEREST RECEIVABLE	1,709	13
MISCELLANEOUS RECEIVABLE	80	14
Total (Acct. 143):	82,963	
Receivables from Municipality (145):		
SPECIAL ASSESSMENTS TAX ROLL	18,299	15
OTHER	1,600	16
Total (Acct. 145):	19,899	
Prepayments (165):		
NONE		17
Total (Acct. 165):	0	

BALANCE SHEET END-OF-YEAR ACCOUNT BALANCES

Report each item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D) and all other lesser amounts grouped as Miscellaneous. Describe fully using other than account titles.

Particulars (a)	Balance End of Year (b)
<hr/>	
Extraordinary Property Losses (182):	
NONE	18
Total (Acct. 182):	0
<hr/>	
Other Deferred Debits (183):	
NONE	19
Total (Acct. 183):	0
<hr/>	
Payables to Municipality (233):	
NONE	20
Total (Acct. 233):	0
<hr/>	
Other Deferred Credits (253):	
NONE	21
Total (Acct. 253):	0
<hr/>	

RETURN ON RATE BASE COMPUTATION

1. The data used in calculating rate base are averages.
2. Calculate those averages by summing the first-of-year and the end-of-year figures for each account and then dividing the sum by two.
3. Note: Do not include property held for future use or construction work in progress with utility plant in service. These are not rate base components.

Average Rate Base (a)	Water (b)	Electric (c)	Sewer (d)	Gas (e)	Total (f)	
Add Average:						
Utility Plant in Service	965,179	0	0	0	965,179	1
Materials and Supplies	13,454	0	0	0	13,454	2
Other (specify):						
NONE					0	3
Less Average:						
Reserve for Depreciation	336,373	0	0	0	336,373	4
Customer Advances for Construction					0	5
Contributions in Aid of Construction	194,070	0	0	0	194,070	6
Other (specify):						
NONE					0	7
Average Net Rate Base	448,190	0	0	0	448,190	
Net Operating Income	16,593	0	0	0	16,593	8
Net Operating Income as a percent of Average Net Rate Base						
	3.70%	N/A	N/A	N/A	3.70%	

RETURN ON PROPRIETARY CAPITAL COMPUTATION

1. The data used in calculating proprietary capital are averages.
 2. Calculate those averages by summing the first-of-year and end-of-year figures for each account and then dividing by two.

Description (a)	Amount (b)	
Average Proprietary Capital		
Capital Paid in by Municipality	1,246,190	1
Appropriated Earned Surplus	0	2
Unappropriated Earned Surplus	262,025	3
Other (Specify):		
NONE		4
Total Average Proprietary Capital	1,508,215	
Net Income		
Net Income	(35,699)	5
Percent Return on Proprietary Capital	-2.37%	

IMPORTANT CHANGES DURING THE YEAR

Report changes of any of the following types:

1. Acquisitions.

NONE

2. Leaseholder changes.

NONE

3. Extensions of service.

NONE

4. Estimated changes in revenues due to rate changes.

NONE

5. Obligations incurred or assumed, excluding commercial paper.

NONE

6. Formal proceedings with the Public Service Commission.

NONE

7. Any additional matters.

NONE

FINANCIAL SECTION FOOTNOTES

Identification and Ownership (Page iv)

October 12, 1999

Ms. Vicki E. Swanson, City Clerk Treasurer
Washburn Municipal Water And Sewer Utility
P.O. Box 638
Washburn, WI 54891-0638

1998 Analytical Review DWCCA-6190-ELE

Dear Ms. Swanson:

The Public Service Commission has completed their analytical review of your 1998 annual report. The primary purpose of our analytical review is to detect possible accounting related errors and to identify significant fluctuations from prior year's data, which are not sufficiently explained in the footnotes of your annual report. Our review did not identify any such issues. We are closing the review of your 1998 annual report.

Thank you for your efforts in preparing your 1998 annual report. If you have any questions, please feel free to contact me at (608) 266-3768.

Sincerely,

Elaine Engelke
Financial Specialist
Division of Water, Compliance, and Consumer Affairs

ELE:tlk:w:\compl\analytical review letters\Oct 12, 1999 letters.doc

cc: Mr. James Dibbell

WATER OPERATING REVENUES & EXPENSES

Particulars (a)	Amounts (b)	
Operating Revenues		
Sales of Water		
Sales of Water (460-467)	154,567	1
Total Sales of Water	154,567	
Other Operating Revenues		
Forfeited Discounts (470)	839	2
Other Water Revenues (474)	1,518	3
Amortization of Construction Grants (475)	0	4
Total Other Operating Revenues	2,357	
Total Operating Revenues	156,924	
Operation and Maintenance Expenses		
Plant Operation and Maintenance Expenses (600-660)	50,992	5
General Operating Expenses (680-690)	38,019	6
Total Operation and Maintenance Expenses	89,011	
Other Operating Expenses		
Depreciation Expense (403)	19,859	7
Amortization Expense (404)		8
Taxes (408)	31,461	9
Total Other Operating Expenses	51,320	
Total Operating Expenses	140,331	
NET OPERATING INCOME	16,593	

WATER OPERATING REVENUES - SALES OF WATER

1. Where customer meters record cubic feet, multiply by 7.48 to obtain number of gallons.
2. Report estimated gallons for unmetered sales.
3. Sales to multiple dwelling buildings through a single meter serving 3 or more family units should be classified commercial.
4. Bulk sales should be account 460.

Particulars (a)	Average No. Customers (b)	Thousands of Gallons of Water Sold (c)	Amounts (d)	
Operating Revenues				
Sales of Water				
Unmetered Sales to General Customers (460)				
Residential	1	100	55	1
Commercial				2
Industrial				3
Total Unmetered Sales to General Customers (460)	1	100	55	
Metered Sales to General Customers (461)				
Residential	678	30,758	75,420	4
Commercial	82	7,064	15,512	5
Industrial	2	12,577	2,784	6
Total Metered Sales to General Customers (461)	762	50,399	93,716	
Private Fire Protection Service (462)	2		762	7
Public Fire Protection Service (463)	800		46,148	8
Other Sales to Public Authorities (464)	35	6,335	13,886	9
Sales to Irrigation Customers (465)				10
Sales for Resale (466)		0	0	11
Interdepartmental Sales (467)				12
Total Sales of Water	1,600	56,834	154,567	

SALES FOR RESALE (ACCT. 466)

Use a separate line for each delivery point.

Customer Name (a)	Point of Delivery (b)	Thousands of Gallons Sold (c)	Revenues (d)
------------------------------	----------------------------------	--	-------------------------

NONE

OTHER OPERATING REVENUES (WATER)

1. Report revenues relating to each account and fully describe each item using other than the account title.
2. Report each item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D and privates) and all other lesser amounts grouped as Miscellaneous.
3. For a combined utility which also provides sewer service that is based upon water readings, report the return on net investment in meters charged to sewer department in Other Water Revenues (474).

Particulars (a)	Amount (b)	
Public Fire Protection Service (463):		
Amount billed (usually per rate schedule F-1)		1
Wholesale fire protection billed		2
Amount billed for fighting fires outside utility's service areas (usually per rate schedule F-2 or BW-1)		3
Other (specify):		
BILLED TO CUSTOMERS USING EQUIVALENT METERS	46,148	4
Total Public Fire Protection Service (463)	46,148	
Forfeited Discounts (470):		
Customer late payment charges	839	5
Other (specify):		
NONE		6
Total Forfeited Discounts (470)	839	
Other Water Revenues (474):		
Return on net investment in meters charged to sewer department	737	7
Other (specify):		
MISCELLANEOUS	781	8
Total Other Water Revenues (474)	1,518	
Amortization of Construction Grants (475):		
NONE		9
Total Amortization of Construction Grants (475)	0	

WATER OPERATION & MAINTENANCE EXPENSES

Each expense account that has an increase or a decrease when compared to the previous year of greater than 30 percent, but not less than \$2,000, shall be fully explained in the schedule footnotes.

Particulars (a)	Amount (b)	
PLANT OPERATION AND MAINTENANCE EXPENSES		
Salaries and Wages (600)	29,410	1
Purchased Water (610)		2
Fuel or Power Purchased for Pumping (620)	10,012	3
Chemicals (630)	1,345	4
Supplies and Expenses (640)	1,056	5
Repairs of Water Plant (650)	8,539	6
Transportation Expenses (660)	630	7
Total Plant Operation and Maintenance Expenses	50,992	
 GENERAL OPERATING EXPENSES		
Administrative and General Salaries (680)	20,635	8
Office Supplies and Expenses (681)	998	9
Outside Services Employed (682)	1,843	10
Insurance Expense (684)	2,390	11
Employees Pensions and Benefits (686)	11,019	12
Regulatory Commission Expenses (688)		13
Miscellaneous General Expenses (689)	374	14
Uncollectible Accounts (690)	760	15
Total General Operating Expenses	38,019	
 Total Operation and Maintenance Expenses	89,011	

TAXES (ACCT. 408 - WATER)

When allocation of taxes is made between departments, explain method used.
--

Description of Tax (a)	Method Used to Allocate Between Departments (b)	Amount (c)	
Property Tax Equivalent		27,484	1
Less: Local and School Tax Equivalent on Meters Charged to Sewer Department		238	2
Net property tax equivalent		27,246	
Social Security		4,027	3
PSC Remainder Assessment		188	4
Other (specify): NONE			5
Total tax expense		31,461	

PROPERTY TAX EQUIVALENT (WATER)

1. No property tax equivalent shall be determined for sewer utilities or town sanitary district water utilities.
2. Tax rates are those issued in November (usually) of the year being reported and are available from the municipal treasurer. Report the tax rates in mills to six (6) decimal places.
3. The assessment ratio is available from the municipal treasurer. Report the ratio as a decimal to six (6) places.
4. The utility plant balance first of year should include the gross book values of plant in service, property held for future use and construction work in progress.
5. An "other tax rate" is included in the "Net Local and School Tax Rate Calculation" to the extent that it is local. An example is a local library tax. Fully explain the rate in the Property Tax Equivalent schedule footnotes.
6. The Property Tax Equivalent to be reported for the year is determined pursuant to Wis. Stat § 66.069(1)(c). Report the higher of the current year calculation or the tax equivalent reported in the 1994 PSC annual report, unless, the municipality has authorized a lower amount, then that amount is reported as the property tax equivalent.
7. If the municipality has authorized a lower amount, the authorization description and date of the authorization must be reported in the Property Tax Equivalent schedule footnotes.

Particulars (a)	Units (b)	Total (c)	County A (d)	County B (e)	County C (f)	County D (g)	
County name			Bayfield				1
SUMMARY OF TAX RATES							2
State tax rate	mills		0.299254				3
County tax rate	mills		10.538412				4
Local tax rate	mills		10.197197				5
School tax rate	mills		15.041940				6
Voc. school tax rate	mills		2.241111				7
Other tax rate - Local	mills		0.000000				8
Other tax rate - Non-Local	mills		0.000000				9
Total tax rate	mills		38.317914				10
Less: state credit	mills		2.687687				11
Net tax rate	mills		35.630227				12
PROPERTY TAX EQUIVALENT CALCULATION							13
Local Tax Rate	mills		10.197197				14
Combined School Tax Rate	mills		17.283051				15
Other Tax Rate - Local	mills		0.000000				16
Total Local & School Tax	mills		27.480248				17
Total Tax Rate	mills		38.317914				18
Ratio of Local and School Tax to Total	dec.		0.717165				19
Total tax net of state credit	mills		35.630227				20
Net Local and School Tax Rate	mills		25.552734				21
Utility Plant, Jan. 1	\$	949,279	949,279				22
Materials & Supplies	\$	11,666	11,666				23
Subtotal	\$	960,945	960,945				24
Less: Plant Outside Limits	\$	0	0				25
Taxable Assets	\$	960,945	960,945				26
Assessment Ratio	dec.		0.667755				27
Assessed Value	\$	641,676	641,676				28
Net Local & School Rate	mills		25.552734				29
Tax Equiv. Computed for Current Year	\$	16,397	16,397				30
Tax Equivalent per 1994 PSC Report	\$	27,484					31
Any lower tax equivalent as authorized by municipality (see note 6)	\$						32
Tax equiv. for current year (see note 6)	\$	27,484					34

WATER UTILITY PLANT IN SERVICE

1. All adjustments, corrections and reclassifications should be reported in Column (f), Adjustments.
2. Explain fully as a schedule footnote the nature of all entries reported in Column (f), Adjustments.
3. Explain as a schedule footnote the dollar additions and retirements reported in Columns (c) and (e) for each account over \$10,000 not supported by statistical schedules.
4. Use only the account titles listed. If the utility has subaccounts other than account 372.1, combine them into one total and detail by subaccount as a schedule footnote.

Accounts (a)	Balance First of Year (b)	Additions During Year (c)	
INTANGIBLE PLANT			
Organization (301)	0		1
Franchises and Consents (302)	0		2
Miscellaneous Intangible Plant (303)	0		3
Total Intangible Plant	0	0	
SOURCE OF SUPPLY PLANT			
Land and Land Rights (310)	1,000		4
Structures and Improvements (311)	0		5
Collecting and Impounding Reservoirs (312)	0		6
Lake, River and Other Intakes (313)	0		7
Wells and Springs (314)	53,137		8
Infiltration Galleries and Tunnels (315)	0		9
Supply Mains (316)	0		10
Other Water Source Plant (317)	0		11
Total Source of Supply Plant	54,137	0	
PUMPING PLANT			
Land and Land Rights (320)	230		12
Structures and Improvements (321)	94,579		13
Boiler Plant Equipment (322)	0		14
Other Power Production Equipment (323)	0		15
Steam Pumping Equipment (324)	0		16
Electric Pumping Equipment (325)	50,126		17
Diesel Pumping Equipment (326)	0		18
Hydraulic Pumping Equipment (327)	0		19
Other Pumping Equipment (328)	5,528		20
Total Pumping Plant	150,463	0	
WATER TREATMENT PLANT			
Land and Land Rights (330)	0		21
Structures and Improvements (331)	0		22
Water Treatment Equipment (332)	3,152		23
Total Water Treatment Plant	3,152	0	
TRANSMISSION AND DISTRIBUTION PLANT			
Land and Land Rights (340)	86		24
Structures and Improvements (341)	0		25

WATER UTILITY PLANT IN SERVICE (cont.)

Accounts (d)	Retirements During Year (e)	Adjustments Increase or (Decrease) (f)	Balance End of Year (g)
INTANGIBLE PLANT			
Organization (301)			0 1
Franchises and Consents (302)			0 2
Miscellaneous Intangible Plant (303)			0 3
Total Intangible Plant	0	0	0
SOURCE OF SUPPLY PLANT			
Land and Land Rights (310)			1,000 4
Structures and Improvements (311)			0 5
Collecting and Impounding Reservoirs (312)			0 6
Lake, River and Other Intakes (313)			0 7
Wells and Springs (314)			53,137 8
Infiltration Galleries and Tunnels (315)			0 9
Supply Mains (316)			0 10
Other Water Source Plant (317)			0 11
Total Source of Supply Plant	0	0	54,137
PUMPING PLANT			
Land and Land Rights (320)			230 12
Structures and Improvements (321)			94,579 13
Boiler Plant Equipment (322)			0 14
Other Power Production Equipment (323)			0 15
Steam Pumping Equipment (324)			0 16
Electric Pumping Equipment (325)			50,126 17
Diesel Pumping Equipment (326)			0 18
Hydraulic Pumping Equipment (327)			0 19
Other Pumping Equipment (328)			5,528 20
Total Pumping Plant	0	0	150,463
WATER TREATMENT PLANT			
Land and Land Rights (330)			0 21
Structures and Improvements (331)			0 22
Water Treatment Equipment (332)			3,152 23
Total Water Treatment Plant	0	0	3,152
TRANSMISSION AND DISTRIBUTION PLANT			
Land and Land Rights (340)			86 24
Structures and Improvements (341)			0 25

WATER UTILITY PLANT IN SERVICE

1. All adjustments, corrections and reclassifications should be reported in Column (f), Adjustments.
2. Explain fully as a schedule footnote the nature of all entries reported in Column (f), Adjustments.
3. Explain as a schedule footnote the dollar additions and retirements reported in Columns (c) and (e) for each account over \$10,000 not supported by statistical schedules.
4. Use only the account titles listed. If the utility has subaccounts other than account 372.1, combine them into one total and detail by subaccount as a schedule footnote.

Accounts (a)	Balance First of Year (b)	Additions During Year (c)	
TRANSMISSION AND DISTRIBUTION PLANT			
Distribution Reservoirs and Standpipes (342)	95,639		26
Transmission and Distribution Mains (343)	336,395	19,272	27
Fire Mains (344)	0		28
Services (345)	165,666	10,562	29
Meters (346)	36,205	4,841	30
Hydrants (348)	67,412		31
Other Transmission and Distribution Plant (349)	0		32
Total Transmission and Distribution Plant	701,403	34,675	
GENERAL PLANT			
Land and Land Rights (370)	0		33
Structures and Improvements (371)	0		34
Office Furniture and Equipment (372)	2,294		35
Computer Equipment (372.1)	1,071	1,597	36
Transportation Equipment (373)	9,412		37
Other General Equipment (379)	27,347		38
Other Tangible Property (390)	0		39
Total General Plant	40,124	1,597	
Total utility plant in service directly assignable	949,279	36,272	
Common Utility Plant Allocated to Water Department	0		40
Total utility plant in service	949,279	36,272	

WATER UTILITY PLANT IN SERVICE (cont.)

Accounts (d)	Retirements During Year (e)	Adjustments Increase or (Decrease) (f)	Balance End of Year (g)
TRANSMISSION AND DISTRIBUTION PLANT			
Distribution Reservoirs and Standpipes (342)			95,639 26
Transmission and Distribution Mains (343)	1,359		354,308 27
Fire Mains (344)			0 28
Services (345)	1,222		175,006 29
Meters (346)	1,890		39,156 30
Hydrants (348)			67,412 31
Other Transmission and Distribution Plant (349)			0 32
Total Transmission and Distribution Plant	4,471	0	731,607
GENERAL PLANT			
Land and Land Rights (370)			0 33
Structures and Improvements (371)			0 34
Office Furniture and Equipment (372)			2,294 35
Computer Equipment (372.1)			2,668 36
Transportation Equipment (373)			9,412 37
Other General Equipment (379)			27,347 38
Other Tangible Property (390)			0 39
Total General Plant	0	0	41,721
Total utility plant in service directly assignable	4,471	0	981,080
Common Utility Plant Allocated to Water Department			0 40
Total utility plant in service	4,471	0	981,080

SOURCE OF SUPPLY, PUMPING AND PURCHASED WATER STATISTICS

Month (a)	Sources of Water Supply			Total Gallons All Methods (000's) (e)	
	Purchased Water Gallons (000's) (b)	Surface Water Gallons (000's) (c)	Ground Water Gallons (000's) (d)		
January			5,747	5,747	1
February			4,959	4,959	2
March			5,878	5,878	3
April			5,877	5,877	4
May			6,306	6,306	5
June			5,894	5,894	6
July			6,822	6,822	7
August			6,502	6,502	8
September			6,043	6,043	9
October			5,420	5,420	10
November			4,951	4,951	11
December			6,756	6,756	12
Total for year	0	0	71,155	71,155	
Less: Measured or estimated water used in main flushing and water treatment during year					13
Less: Other utility use					14
Other utility use explanation:					15
Water pumped into distribution system				71,155	16
Less: Water sold				56,834	17
Losses and unaccounted for				14,321	18
Percent unaccounted for to the nearest whole percent (%)				20%	19
If more than 25%, indicate causes and state what action has been taken to reduce water loss:					20
Maximum gallons pumped by all methods in any one day during reporting year				453	21
Date of maximum: 12/11/1998					22
Cause of maximum:					23
CHECK VALVE ON WELL # 2 FAILED					
Minimum gallons pumped by all methods in any one day during reporting year				141	24
Date of minimum: 11/7/1998					25
Total KWH used for pumping for the year				131,832	26
If water is purchased: Vendor Name:					27
Point of Delivery:					28

SOURCES OF WATER SUPPLY - GROUND WATERS

Location (a)	Identification Number (b)	Depth in feet (c)	Well Diameter in inches (d)	Yield Per Day in gallons (e)	Currently In Service? (f)	
WELL	1	650	8	1	Yes	1
WELL	2	700	8	1	Yes	2

SOURCES OF WATER SUPPLY - SURFACE WATERS

Location (a)	Intakes			
	Identification Number (b)	Distance From Shore in feet (c)	Depth Below Surface in feet (d)	Diameter in inches (e)
NONE				

PUMPING & POWER EQUIPMENT

1. Use a separate column for each pump.
2. Indicate purpose of pump by: P for primary (from source to reservoir, treatment or distribution system), B for booster (from reservoir or treatment to distribution system, or within distribution system), or S for standby pumping equipment.
3. Indicate destination (of water pumped) by: R for reservoir, T for treatment or D for distribution system.

Particulars (a)	Unit A (b)	Unit B (c)	Unit C (d)
Identification	1	2	1
Location	323 PUMPHOUSE RD	801 6TH AVE WEST	2
Purpose	P	P	3
Destination	D	D	4
Pump Manufacturer	LANE	LANE	5
Year Installed	1971	1977	6
Type	CENTRIFUGAL	CENTRIFUGAL	7
Actual Capacity (gpm)	425	450	8
Pump Motor or Standby Engine Mfr	US	GE	9
Year Installed	1982	1977	10
Type	ELECTRIC	ELECTRIC	11
Horsepower	50	50	12

Particulars (a)	Unit D (b)	Unit E (c)	Unit F (d)
Identification			14
Location			15
Purpose			16
Destination			17
Pump Manufacturer			18
Year Installed			19
Type			20
Actual Capacity (gpm)			21
Pump Motor or Standby Engine Mfr			22
Year Installed			23
Type			24
Horsepower			25

RESERVOIRS, STANDPIPES & WATER TREATMENT

1. Identify as R (reservoir), S (standpipe) & ET (elevated tank).
2. Use a separate column for each using additional copies if necessary.
3. Enter elevation difference between highest water level in S or ET, (or R only on an elevated site) and the water main where the connection to the storage begins branching into the distribution system.

Particulars (a)	Unit A (b)	Unit B (c)	Unit C (d)
Identification number or name	1		1
RESERVOIRS, STANDPIPES OR ELEVATED TANKS			2
Type: R (reservoir), S (standpipe) or ET (elevated tank)	R		3
Year constructed	1971		4
Primary material (earthen, steel, concrete, other)	CONCRETE		5
Elevation difference in feet (See Headnote 3.)	375		6
Total capacity in gallons	250,000		7
WATER TREATMENT PLANT			8
Disinfection, type of equipment (gas, liquid, powder, other)	OTHER		9
Points of application (wellhouse, central facilities, booster station, other)	OTHER		10
Filters, type (gravity, pressure, other, none)	OTHER		11
Rated capacity of filter plant (m.g.d.) (note: 1,200,000 gal/day = 1.2 m.g.d.)	0.0000		12
Is a corrosion control chemical used (yes, no)?	N		13
Is water fluoridated (yes, no)?	N		14

WATER MAINS

1. Report mains separately by pipe material, function, diameter and either within or outside the municipal boundaries.
2. Identify pipe material as: L (Lead), M (Metal for all other metal excluding lead), A (Asbestos-cement), or P (Plastic for plastic and all other non-metal excluding asbestos-cement).
3. Identify function as: T (Transmission), D (Distribution) or S (Supply).
4. Explain all reported adjustments as a schedule footnote.
5. For main additions reported in column (e), as a schedule footnote:
 - a. Explain how the additions were financed.
 - b. If assessed against property owners, explain the basis of the assessments.
 - c. If the assessments are deferred, explain.

Number of Feet								
Pipe Material (a)	Main Function (b)	Diameter in Inches (c)	First of Year (d)	Added During Year (e)	Retired During Year (f)	Adjustments Increase or (Decrease) (g)	End of Year (h)	
M	D	1.000	3,566	0	0	0	3,566	1
M	D	2.000	9,920	280	280	0	9,920	2
M	D	4.000	5,260	0	0	0	5,260	3
M	D	6.000	41,522	200	0	0	41,722	4
M	D	8.000	3,644	0	0	0	3,644	5
M	D	10.000	5,008	0	0	0	5,008	6
M	D	12.000	500	0	0	0	500	7
Total Within Municipality			69,420	480	280	0	69,620	
Total Utility			69,420	480	280	0	69,620	

WATER SERVICES

1. Explain all reported adjustments as a schedule footnote.
2. Report in column (h) the number of utility-owned services included in columns (c) through (g) which are temporarily shut off at the curb box or otherwise not in use at end of year.
3. For services added during the year in column (d), as a schedule footnote:
 - a. Explain how the additions were financed.
 - b. If assessed against property owners, explain the basis of the assessments.
 - c. If installed by a property owner or developer, explain the basis of recording the cost of the additions, the total amount and the number of services recorded under this method.
 - d. If any were financed by application of Cz-1, provide the total amount recorded and the number of services recorded under this method.
4. Report services separately by pipe material and diameter.
5. Identify pipe material as: L (Lead), M (Metal for all other metal excluding lead), A (Asbestos-cement) or P (Plastic for plastic and all other non-metal excluding asbestos-cement).

Pipe Material (a)	Diameter in Inches (b)	First of Year (c)	Added During Year (d)	Removed or Permanently Disconnected During Year (e)	Adjustments Increase or (Decrease) (f)	End of Year (g)	Utility Owned Services Not In Use at End of Year (h)	
M	0.750	746	6	6	0	746		1
M	1.000	41	2	0	0	43		2
M	1.250	4	0	0	0	4		3
M	1.500	8	0	0	0	8		4
M	2.000	9	0	0	0	9		5
M	3.000	1	1	0	0	2		6
M	4.000	2	0	0	0	2		7
P	4.000	1	0	0	0	1		8
M	6.000	1	0	0	0	1		9
Total Utility		813	9	6	0	816	0	

METERS

1. Include in Columns (b), (c), (d), (e) and (f) meters in stock as well as those in service.
2. Report in Column (c) all meters purchased during the year and in Column (d) all meters junked, sold or otherwise permanently retired during the year.
3. Use Column (e) to show correction to previously reported meter count because of inventory or property record corrections.
4. Totals by size in Column (f) should equal same size totals in Column (a).

Number of Utility-Owned Meters

Size of Meter (a)	First of Year (b)	Added During Year (c)	Retired During Year (d)	Adjustments Increase or (Decrease) (e)	End of Year (f)	Tested During Year (g)	
0.625	812	60	45	(61)	766	79	1
0.750	10	0	0	(1)	9	0	2
1.000	20	0	0	(3)	17	0	3
1.250	1	0	0	1	2	0	4
1.500	8	0	0	(1)	7	0	5
2.000	11	0	0	(2)	9	0	6
3.000	3	1	0	(1)	3	0	7
Total:	865	61	45	(68)	813	79	

Classification of All Meters at End of Year by Customers

Size of Meter (h)	Residential (i)	Commercial (j)	Industrial (k)	Public Authority (l)	Wholesale, Inter-Department or Utility Use (m)	In Stock and Deduct Meters (n)	Total (o)	
0.625	668	67	1	14	0	16	766	1
0.750	9	0	0	0	0	0	9	2
1.000	0	6	0	11	0	0	17	3
1.250	1	1	0	0	0	0	2	4
1.500	0	5	1	1	0	0	7	5
2.000	0	2	0	7	0	0	9	6
3.000	0	1	0	2	0	0	3	7
Total:	678	82	2	35	0	16	813	

HYDRANTS AND DISTRIBUTION SYSTEM VALVES

1. Distinguish between fire and flushing hydrants by lead size.
 - a. Fire hydrants normally have a lead size of 6 inches or greater.
 - b. Record as a flushing hydrant where the lead size is less than 6 inches or if pressure is inadequate to provide fire flow.
2. Explain all reported adjustments in the schedule footnotes.
3. Report fire hydrants as within or outside the municipal boundaries.

Hydrant Type (a)	Number In Service First of Year (b)	Added During Year (c)	Removed During Year (d)	Adjustments Increase or (Decrease) (e)	Number In Service End of Year (f)	
Fire Hydrants						
Outside of Municipality	0				0	1
Within Municipality	104				104	2
Total Fire Hydrants	104	0	0	0	104	
Flushing Hydrants						
	0				0	3
Total Flushing Hydrants	0	0	0	0	0	

Wis. Admin. Code § 185.87 requires that a schedule shall be adopted and followed for operating each system valve and hydrant at least once each two years. Report the number operated during the year

Number of hydrants operated during year:	104
Number of distribution system valves end of year:	130
Number of distribution valves operated during year:	20

WATER OPERATING SECTION FOOTNOTES

Water Operation & Maintenance Expenses (Page W-05)

ACCOUNT 650 REPAIRS TO WATER PLANT INCREASED SIGNIFICANTLY FROM THE PREVIOUS YEAR. THE UTILITY EXPERIENCED A NUMBER OF LARGE WATER BREAKS WHICH NEEDED TO BE REPAIRED.

Water Mains (Page W-15)

A LOCAL HOUSING DEVELOPER PAID TO INSTALL THE 200' OF NEW MAINS AT A COST OF \$17,000.

THE UTILITY REPLACED 280' OF MAINS AT THEIR OWN EXPENSE.

Water Services (Page W-16)

UTILITY CUSTOMERS PAID TO INSTALL ANY NEW SERVICES.

THE UTILITY REPLACED SOME SERVICES AT THEIR OWN EXPENSE.

Meters (Page W-17)

METERS WERE ADJUSTED TO RECONCILE TO ACTUAL CUSTOMERS AND METERS ON HAND AT DECEMBER 31ST.
